**NATIONAL ARTS CENTRE**

**NATIONAL CREATION FUND**

**Phase 1 Proposal Form**

Before you complete this project proposal, please read through the [Submission Process](https://nac-cna.ca/en/creationfund/submit) page on the Fund’s website and review the Fund’s [Terms and Conditions](http://naccna-assets.s3.amazonaws.com/final_nac_national_creation_fund_official_terms_and_conditions_3.pdf). Both provide more information about how we make our decisions and the kind of projects we’re looking for. Before submitting your proposal, we strongly encourage you to contact Sarah Conn ([sarah.conn@nac-cna.ca](mailto:sarah.conn@nac-cna.ca)), the Fund’s Artistic Associate, to discuss your project.

The proposal form is available in English and French. However, you are welcome to fill out this proposal form in any language and email a copy to [creation@nac-cna.ca](mailto:creation@nac-cna.ca). We also accept video and audio proposals; the maximum length for each response is below.

The Fund offers financial assistance to pay someone to help with the submission process to those who self-identify as Deaf, hard of hearing, having a disability or living with a mental illness; and First Nations, Inuit, or Métis artists experiencing geographic, language and/or cultural barriers. Please contact [creation@nac-cna.ca](mailto:creation@nac-cna.ca) to pursue this option.

**1. Contact Info**

Project Title:

Company:

Discipline (e.g. music, dance, theatre, interdisciplinary performance):

**Primary contact**

Name:

Role in project:

Email address:

Phone number:

Mailing address:

**2. Accessibility and Working Preferences**

The National Creation Fund would like to make this process as welcoming as possible. Please indicate any considerations that will help you to participate and engage in our process. This could include a preferred method of communication, requests for spoken or signed language interpretation, large print documents, or receiving meeting agendas in advance.

**3. Your Project**

Excite us about your artistic vision and provide details about your project’s technical and production plans. Is it a multimedia work for a large traditional performance space with a cast of 20? An intimate, immersive solo piece? We are open to all types of work, but we need a clear understanding of your project.

(Max. 400 words or 4 minutes for video & audio submissions)

**4. Artistic Team**

Tell us about the key members of your creative team. Outline their experience and list their most notable projects.

(Max. 300 words or 3 minutes)

**5. Producing and Presenting Partners**

List your production and presenting partners, including for the premiere and touring. Indicate whether their participation is pending or confirmed.

(Max. 300 words or 3 minutes)

**6. Project Development Plans and Timeline**

Most successful projects are in development for at least a year. Tell us how the work will be created, and over what period – include research, residencies, workshops, work-in-progress presentations, premiere(s), and touring plans. This should also include creation and development work that has already taken place.

(Max. 300 words or 3 minutes)

**7. Indigenous Protocols**

Please describe your project’s relationship to Indigenous knowledges, communities, and linguistic or cultural intellectual property, and how appropriate protocols will be observed and addressed.

(Max. 300 words or 3 minutes)

**8. National Creation Fund Investment**

How much are you looking for, how will the Fund’s investment enhance your development process, and how will it make your project better? What will the Fund allow you to do that otherwise wouldn’t be possible?

(Max. 300 words or 3 minutes)

**9. Project Budget**

We only need a high-level budget at this stage. Include the anticipated development costs (including expenses you have already incurred) and presentation cost for the premiere (please note that the Fund will invest in the development of the work only). List each of your sources of revenue and indicate whether each source of funding is confirmed or pending.

**10. Environmental Sustainability**

We’re committed to supporting new models of creation, including environmentally sustainable practices. Are you considering environmental sustainability within this project? If so, how? Please note that this question is not part of the information our curatorial team is evaluating.

(Max. 300 words or 3 minutes)

**Notices**

Please check this box to indicate that you have read and agree to be legally bound by the Fund’s [Terms and Conditions](http://naccna-assets.s3.amazonaws.com/final_nac_national_creation_fund_official_terms_and_conditions_3.pdf).

The National Arts Centre is subject to the Access to Information Act and the Privacy Act. Information which you submit to the National Arts Centre in support of your proposal will be handled in accordance with the provisions of these Acts and in accordance with the applicable policies of the National Arts Centre, notably the [Access to Information policy](https://nac-cna.ca/en/legal/information) and [Privacy Notice](https://nac-cna.ca/en/legal/privacy).